

## **SECTION 13**

### **RESOURCES AND INFORMATION**

PROGRAM RESOURCES .....	13.1
CNP Guidance Materials.....	13.1
CNP Training Classes .....	13.2
Professional Development .....	13.2
NUTRITION EDUCATION RESOURCES .....	13.2
National Organizations .....	13.2
Local Organizations .....	13.4

## PROGRAM RESOURCES

A variety of resources exist to help implement the National School Lunch, School Breakfast, and Special Milk Programs, provide training to food service staff, and provide nutrition education to students.

## CNP GUIDANCE MATERIALS

The following guidance materials are available from the CNP office (those noted as "FNS-####" are publications from USDA):

- *Accommodating Children With Special Dietary Needs in School Nutrition Programs*
- *Child Nutrition Programs Guidance Manual for Residential Child Care Institutions*
- *Processing Catalog*
- *Food Management Company Guidance Manual for School Food Authorities*
- *Dietary Guidelines for Americans (USDA pamphlet in English)*
- *Eligibility Guidance for School Meals Manual and video (FNS-274)*
- *Facts About USDA Commodities*
- *Food Buying Guide for Child Nutrition Programs*
- *Free and Reduced-Price Policy Handbook*
- *Healthy School Meals Training*
- *Meal Counting and Claiming Manual and video (FNS-270)*
- *Meal Pattern Requirements and Offer vs. Serve Manual and Video (FNS-265)*
- *Menu Planning Guide for School Food Service (FNS-1260)*
- *Menu Workbook and Food Buying Guide*
- *Quantity Recipes for School Food Service (FNS-1371)*
- *Special Milk Program Manual*
- *Special Assistance Guidance Manual*
- *Tool Kit for Healthy School Meals*
- *OMB Circular A-110, Attachment O*

## **CNP TRAINING CLASSES**

NSLP introductory workshops are offered on a continuous schedule for new school food service personnel and business staff. The introductory workshop covers all areas of the NSLP program. It is required for all new sponsors to the program, as well as continuing sponsors that may have new staff responsible for the food service program. Enrichment workshops are also offered throughout the school year on topics such as, meal planning, understanding the financial requirements, and more. Schedules are sent to program administrators on an annual basis. To make workshop reservations or request information, contact the CNP office at (602) 542-8700 or 1-800-352-4558.

## **PROFESSIONAL DEVELOPMENT OF STAFF**

The Arizona Department of Education offers technical assistance to help staff meet professional development goals. In addition, various workshops are offered throughout the year which provide training to help sponsors operate the Child Nutrition Programs to their greatest potential. Information about these workshops will be sent directly to sponsors. Recommended training pathways for personnel are available from ADE and are in alignment with the Arizona School Food Service Association's requirements for certification. For more information, please contact your Child Nutrition Program Specialist.

## **NUTRITION EDUCATION RESOURCES**

### National Organizations

1. **Food and Nutrition Information Center (FNIC)**

National Agricultural Library  
10301 Baltimore Boulevard, Room 304  
Beltsville, MD 20705  
(301) 504-5719  
Fax: (301) 504-6409

FNIC has a large number of resources on topics such as weight control, child and adolescent nutrition, and many others. All of them can be borrowed for 30 days, free-of-charge, for preview or actual classroom use.

2. **National Food Service Management Institute (NFSMI)**

P.O. Drawer 188  
University, MS 38677-0188  
1-800-321-3054  
Fax: 1-800-321-3061  
[www.nfsmi.org](http://www.nfsmi.org)

The NFSMI is located at the University of Mississippi and serves the school food service industry by conducting research, providing education and training, and operating a clearinghouse. A list of resources is available from NFSMI.

3. **The American Dietetic Association (ADA)**  
216 West Jackson Boulevard, Suite 800  
Chicago, IL 60606-6995  
(312) 899-4854  
1-800-366-1655 (Nutrition Information Line)  
Fax (312) 899-1739  
[www.eatright.org](http://www.eatright.org)

The ADA provides information about food and nutrition to consumers, dietitians, industry, media, and health care professionals.

4. **American School Food Service Association (ASFSA)**  
700 S. Washington St., Suite 300  
Alexandria, VA 22314  
1-800-877-8822 or (703) 739-3900  
Fax: (703) 739-3915  
[www.asfsa.org](http://www.asfsa.org)
5. **American Association of Family and Consumer Sciences**  
1555 King Street  
Alexandria, VA 22314  
1-800-424-8080  
Fax: (703) 706-4663  
[www.aafcs.org](http://www.aafcs.org)

6. **Food Research and Action Center (FRAC)**  
1875 Connecticut Ave., NW, Suite 540  
Washington, DC 20009  
(202) 986-2200  
Fax: (202) 986-2525  
[www.frac.org](http://www.frac.org)

FRAC is an anti-hunger organization that conducts research and provides public information about hunger in America.

7. **Food Information Service Center (FIS)**  
21050 S.W. 93rd Lane Rd.  
Dunnellon, FL 34431  
(352) 489-8919

The FIS Center has published 10 manuals designed to provide technical assistance to food service supervisors for improving the procurement and handling of food products. Copies are available at a nominal charge from FIS.

## Local Organizations

1. **American Cancer Society (ACS)**, Arizona Division  
2929 East Thomas  
Phoenix, AZ 85016  
1-800-227-2345 or (602) 224-0880  
Fax: (602) 224-7466  
[www.cancer.org](http://www.cancer.org)
2. **American Heart Association (AHA)**, Arizona Affiliate  
2929 South 48th St.  
Tempe, AZ 85282  
(602) 414 – 5353  
Fax: (602) 414-5355  
[www.americanheart.org](http://www.americanheart.org)
3. **Arizona Cooperative Extension**  
University of Arizona  
Tucson, AZ 85721  
(520) 621-7205  
[www.ag.arizona.edu](http://www.ag.arizona.edu)
4. **Maricopa County Cooperative Extension**  
4341 East Broadway Rd.  
Phoenix, AZ 85040  
(602) 470-8086  
Fax: (602) 470-8092  
[www.ag.arizona.edu/maricopa](http://www.ag.arizona.edu/maricopa)
5. **Arizona Dietetic Association**  
P.O. Box 33816  
Phoenix, AZ 85067  
(602) 955-4451
6. **Dairy Council of Arizona**  
2008 South Hardy Drive  
Tempe, AZ 85282  
(480) 966-7211  
Fax: (480) 829-7491  
[www.DairyCouncilofAZ.org](http://www.DairyCouncilofAZ.org)
7. **Arizona Department of Health Services (ADHS)**  
Office of Nutrition Services  
2927 N. 35<sup>th</sup> Ave., Suite 400  
Phoenix, AZ 85017  
(602) 542-1886  
[www.hs.state.az.us](http://www.hs.state.az.us)

The Office of Nutrition Services can answer questions about general nutrition issues, as well as provide specific information about feeding handicapped and disabled students.

8. **Food Service and Environmental Health**

3008 North 3rd St.  
Suite 207  
Phoenix, AZ 85012  
(602) 230-5912

The Food Service and Environmental Health office can answer questions on food handling and kitchen sanitation. They can also provide information on how to contact your local county health department.

9. **Arizona Beef Council**

1401 North 24th St., Suite 4  
Phoenix, AZ 85008  
(602) 273-7163  
Fax: (602) 220-9833  
[www.arizonabeef.org](http://www.arizonabeef.org)

10. **Arizona Prevention Resource Center (APRC)**

542 E. Monroe, Bldg. D  
Phoenix, AZ 85004  
(480) 727-2772  
1-800-432-2772  
Fax: (480) 727-5400

The Arizona Prevention Resource Center (APRC) is Arizona's Central source for prevention information and materials. APRC offers a variety of resources and services available to sponsors. APRC loans materials to Arizona public or non-profit schools, agencies, and organizations. To obtain a loan agreement, please call our office (602) 542-8700 or APRC.